

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

Location: 222 Sheep Davis Road, Concord, NH
Mailing Address: 33 Hazen Drive, Concord, NH 03305
Telephone: 603-271-2661
Toll Free: 1-800-371-4503
Fax: 603-271-1091

MINUTES OF MEETING

February 2, 2006

(Approved March 2, 2006)

Members Present: Edward Murdough, Brad Simpkins, Michael Williams, Carl Roediger, David Duquette, Stephen Carrier, Kevin Pratt, Al Burbank, John Hoglund, Peter Russell, Joseph Butts, George Sykes, J. William Degnan, Richard Mason.

Members Absent: Karen Schlitzer, Earl Sweeney.

Others Present: *Division of Fire Standards & Training*—Dennis Rosolen, Bureau Chief; Sue Prentiss, Bureau Chief; Jeff Phillips, Bureau Chief; Heather Newland, Recording Secretary.

I. CALL TO ORDER

Item 1. Call to Order. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair David Duquette at 10:08 a.m. on Thursday, February 2, 2006 at the Richard M. Flynn Fire Academy, 222 Sheep Davis Road, Concord, NH. The Pledge of Allegiance was recited.

II. APPROVAL OF MINUTES

Item 1. January 5, 2006. *Motion* was made by Commissioner Burbank, seconded by Commissioner Russell, to approve the Minutes of the January 5, 2006 Commission Meeting as printed and distributed. Motion passed.

III. CHAIR'S REMARKS

Chair Duquette noted that the Lakes Region Fishing Derby has been postponed one week because of safety issues with the thickness of the ice.

IV. COMMITTEE REPORTS

Item 1. Emergency Medical Services. Chief Prentiss gave her report for Emergency Medical Services.

Item 2. Fire Marshal's Office. Director Degnan gave his report for the Fire Marshal's Office.

Item 3. Forest Protection Bureau. Commissioner Simpkins submitted the following written report:

- (a) The spring training mailings have been sent. We have 22 different classes planned over the next four months, starting on March 8. Most of the trainings pertain to the new Administrative Rules and the updated Warden's Manual. Eight of the classes are annual safety refreshers and pack tests for our out-of-state fire crew members. Information is also available on our website.
- (b) We had two single resources return this week after spending two weeks in the South assisting with fire severity. A forest ranger was in Louisiana as a Division Supervisor working with engine crews from Florida and North Carolina performing initial attack. A Special Deputy Warden was in Oklahoma acting as a Communications Unit Leader.
- (c) The Division has a bill in the Legislature, HB 1603, dealing with several forestry issues. One part of the bill will add a penalty clause for violating the Administrative Rules pertaining to fire permits. This oversight was caught last year while rewriting our rules. Currently, there is no clear penalty for people who leave the fire unattended, burn non-permissible items, burn during the day when it's not raining, etc.

Commissioner Simpkins also noted that the deadline for applications for the Forest Ranger position has been extended to February 10.

Item 4. Curriculum Review. Chair Duquette reported that the Curriculum Status Report by Chief Rosolen is in each Commission member's packet and is as follows:

- (a) **Driver/Operator:**
 - (1) Pumps:
Class scheduled in Franklin in March and April.
 - (2) Aerial Apparatus:

The Visiting Committee has met recently and is looking at the IFSTA curriculum to supplement Dave Duquette's program, which will then be updated.

(3) All Vehicle:

We are currently looking for places to hold the practical portion as this is becoming difficult to offer because of the lack of space to hold the driver practical.

(b) **Hazardous Materials:**

(1) Operations:

This program is well underway at this point with no problems reported.

(2) Technician:

Class scheduled in Gorham for February and March.

(c) **Aircraft Rescue & Fire Fighting:**

Closed for the season.

(d) **NFPA 1030 Series:**

(1) NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners:

Inspector I classes are scheduled for NHFA weekends in February and in Newington for March. Inspector II Visiting Committee has started the process. The first three days will be cognitive and class activities, and the last two days will cover Citations.

(2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator:
The Visiting Committee members have met and have discussed their next course of action, which is reviewing the New York State curriculum. Progress is continuing.

Commissioner Sykes updated this report from a memo from Chairperson Chris Wyman. "The Visiting Committee has been completing reviews and updating the chapters of the New York State Curriculum, making it New Hampshire friendly. To date, all but three chapters are left to review out of approximately 20 plus. The efforts of the committee members have been enormous during this review process."

Commissioner Sykes complimented Doug Minor from Forests & Lands as he rewrote the photography section to meet the current Standard.

The Visiting Committee's remaining projects are:

"1) Finish review and update of the curriculum and presentations.

"2) Finalize budget for class (includes construction of props).

"3) Obtain an electronic version of the New York State Curriculum, currently we only have hard copies."

Chairperson Wyman noted that he is available to answer any questions that Commissioner Sykes or other Commission members may have.

- (3) NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator:
Will probably follow the 1033 Standard.

(e) **Rescue Series:**

- (1) Structural Collapse:
No pilots scheduled as yet. According to the Standard, Rope, Trench, Confined Space, and Vehicle/Machinery Extrication are prerequisites to Structural Collapse.

Bureau Chief Dennis Rosolen wanted to make note of the attached matrix for NFPA 1670. Chief Rosolen indicated Steve McKenna brought to his attention that the prerequisites for structural collapse has changed to include Trench Rescue, Confined Space, Technical Rope Rescue, and Vehicle/Machinery Extrication.

- (2) Confined Space:
A confined space trailer is in the process of being purchased from Mike Carrier of Merrimack Fire at this time. A confined space class will be scheduled for Nashua this winter/spring.
- (3) Technical Rope Rescue:
Curriculum was approved at the May 5, 2005 Commission meeting. We may be sending Visiting Committee members out to CMC for training and then have them do TtT's.
Still working on getting the CMC TtT.
- (4) Trench Rescue
The Visiting Committee will begin working on Trench Rescue programs to meet the standard.
It was noted that Program Coordinator Steve McKenna is working on Trench Rescue today in order to get the program going.
- (5) Water Rescue/Ice
Four instructors will be attending a three-day TtT on February 17-19 and then will return to present the program for review.
ATTACHED IS A MATRIX FOR THE NFPA 1670 TRAINING STANDARD

- (f) **NFPA 1001 Firefighter I and Firefighter II:**
Train-the-Trainers are successful thus far with over 250 instructors attending both at the Academy and in the field from Littleton to Hollis. These programs are doing well.

- (g) **NFPA 1021 Fire Officer:**
A spring class is scheduled here in March and April.

(h) **NFPA 1041 Instructor:**

The new curriculum for Instructor I will be presented today. An Instructor III class is in progress at the Elliot Hospital.

Commissioner Carrier stated that we need to get the Instructor I program approved. It won't be a difficult process. There is a demand for this program. Chief Rosolen asked if the Commission's Curriculum Committee could be at the March 2 Commission meeting early to meet about that program.

(i) **NFPA 1051 Wildland Firefighter:**

Doing well at this point.

(j) **C2F2**

An April class is scheduled as well as one for Recruit School in June.

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #98. The Director's Report #98 for February 2, 2006 was as follows:

Normally we have tall, almost white, snow banks this time of year, not rain and ice! Only two more of these reports and we will be back in short sleeves!

1) 40 UNDER FORTY

For the fifth year the *Union Leader* newspaper is sponsoring the 40 under Forty, recognizing up-and-coming young leaders. Included this year are Heather Newland's husband Matthew Newland, former Department of Safety Hearing Officer and now Merrimack County Attorney Dan St. Hilaire, and our own Vice-Chairman Steve Carrier. Congratulations, Steve!

2) RECRUIT SCHOOL

The menu driven Recruit School will be held April 3 – June 16, 2006. Firefighter I will be the first six weeks, Firefighter II will be the following three weeks, and C2F2 the last two weeks. Applications opened on Monday with numerous people here to register...a popular program, however not popular enough to run twice annually!

3) FIRE ACT GRANT

Fifty fire departments in New Hampshire are sharing \$4,563,159 with several rounds of awarding to go. The updated list is attached.

The 2006 grant workshops have just started in Lebanon on Tuesday night, Lincoln last night, and Epping tonight. Bob Waters of the Department of Homeland Security is

conducting the presentations. He will return February 14 to offer four more programs. The Schedule is attached.

4) FIRE STATION ADDITION

The one bay addition for the fire station has begun. We met with the engineer for Public Works and our architect, and we are awaiting a plan. Conceptually we will have an overhead door on the east end and the west end of the bay will be training equipment storage.

5) DHS GRANT

The Division has been awarded nearly \$250,000 for a new air compressor trailer, personal protective equipment, breathing apparatus, and a confined space training trailer.

6) RADIO INTEROPERABILITY TRAINING

With the new radios in fire trucks across the State and the purchase of portable radios, it is important that adequate training be taken. We have been asked by the Interoperability Committee to take the lead on this. We will hopefully have the training done in March.

Other items discussed:

- 7) Director Mason reported that there was a meeting on January 19 regarding the I-93 corridor expansion. Commissioner Murdough said that the next meeting is scheduled for February 16. He stated that some of the local town managers voiced concerns about fire and EMS personnel, and that they needed to be taken into consideration.
- 8) Director Mason stated that we currently have a Maintenance Mechanic I position open. Rich Swindell previously held that position until he took Larry Walker's position. The vacant position has been upgraded. February 17 is the deadline for applications.
- 9) Director Mason announced that the Commission members' 3-ring binders will be updated to be sure we have the most up-to-date laws and other pertinent information. Sue Beaudoin will be working on the project with him. He asked that members remove any personal items they may have in the binders.
- 10) Director Mason stated that our revenue could be under budget by approximately \$1.2 million. Our current project revenue is \$4.6 million. Director Mason has spoken with Assistant Commissioner Sweeney about sending out a survey to all states asking what they charge for fees.

Commissioner Russell asked what happens if the needed revenue is not received. Director Mason answered that we have had a surplus in the past, so it is difficult to answer the question. We would probably have to start FY 2007 with the deficit amount taken out of our budget.

Commissioner Russell said that some fire departments have concerns about lost or damaged equipment while students are going through our training programs. He asked if we can supply equipment to students. Director Mason replied that we have a limited amount of gear to loan. We are trying to find out if we have enough gear for the current programs. Chief Rosolen noted that, if the student is on a fire department, that department's gear is used for that student. Some departments have requested gear if their department is sending several students. We cannot assume costs for normal wear and tear on equipment due to budget constraints.

Commissioner Butts asked about RIT training. Chief Phillips answered that we are looking into the temporary flooring to try to address the program.

- 11) Director Mason said he attended Chief Mike Mooney's retirement party. Everyone had a good time.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

Item 1. Committee Appointments. Chair Duquette made the following appointments to committees to replace former Commissioners Weden and O'Keefe:

Chair, Academy Awards	Commissioner Carrier
Member, Curriculum Review	Commissioner Roediger
Liaison, Fire Officer Program	Commissioner Williams

A discussion was held on the Length of Service Awards Program that former Commissioner Weden was working on with Marty Carrier. Director Mason stated that this issue does not have to be resolved today.

VIII. GOOD OF THE ORDER

Item 1. Commission Members' List. Commissioner Heglund noted that his email address is wrong on the new Commission Members' List. Director Mason will give the updated changes to Sue Beaudoin, who will have a new list available for the next Commission meeting.

Item 2. New Commission Member. Chair Duquette welcomed Chief Carl Roediger as a new Commission member. Commissioner Roediger represents the NH Fire Chiefs Association—Volunteer Chiefs.

IX. ADJOURNMENT

Motion was made by Commissioner Russell, seconded by Commissioner Carrier, to adjourn at 11:24 a.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 02/02/06
2. Minutes of Meeting – 12/01/05 – Approved 01/05/06
3. Curriculum Status Report 02/02/06
4. Minutes of Meeting – 01/05/06 – Not Approved
5. Director's Report #98—February 2, 2006
6. Number of Personnel Certified in NH 07/01/05 to 02/01/06
7. Assistance to Firefighters Grant Program—FY 2005 Award Recipients, 01/27/2006
8. Fire-Act Grant Workshops in NH
9. NH Fire Standards & Training Commission Members List, Revised 02/01/2006
10. *NH Union Leader* "2006 40 under Forty" List